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10 April 1956

Comments Given

After Discussion

2. DESIGNATION

a. Deputy Directors are designated approving officers.

b. Any Deputy Director, or a single senior subordinate designated by him in writing, may designate additional approving officers from among the following personnel subordinate to him:

(1) Operating Officials

(2) Chiefs or Deputy Chiefs of the next component below that headed by an Operating Official

(3) For general administrative-type transactions only, to the chief and Deputy Chief of Administration serving under any Operating Official.

c. Designation of approving officers shall be by name and in writing. Revocations of approving authority shall be in writing. Both shall be reported to the Chief, Finance Division, in writing.

* * *

4.(d) Examining financial statements submitted by special projects and indicating approval of the certification of the operations officer by affixing his signature to a certificate as follows:

"I have reviewed this report on the disposition of Agency funds and other information obtained in the fulfillment of my responsibilities for this project, and certify that, to the best of my knowledge and belief, the reported use of Agency funds is reasonable and necessary, and within the scope of the project authorizations. I am aware of no reason why Agency financial support as provided in the approved project plan should not be continued."

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The approving officer shall attach a memorandum to the financial statements setting forth any exceptions taken by him to the action of the operations officer, with reasons therefor.

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Assistant General Counsel